

Fanshawe College

FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

Documentation (Approvals etc...)

Business Administration - Human Resources

2015

BAH1 Curriculum Modification for 2016-17

Fanshawe College

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CURRICULUM MODIFICATION REQUEST FORM

RECEIVED

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE"

NOV 30 2015

Program Requiring Changes

Office of the Registrar

Program Title: Business Admin-Human Resources		
Program Number: BAH1	Date Submitted: 11/17/2015	
Dean responsible for program: David Belford	Chair: Mary Pierce	
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input type="checkbox"/> Ontario College Certificate <input type="checkbox"/> Diploma <input checked="" type="checkbox"/> Advanced Diploma <input type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship		
Program Intakes: <input checked="" type="checkbox"/> F <input type="checkbox"/> W <input type="checkbox"/> S Other:	Catalogue Year(s) Impacted: 2016-17	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: Click here to enter a date.	
<i>I have read the reasons for the change and...</i>		<i>Signature and date</i>
Dean of Faculty (responsible for program):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	<i>al Belford Nov. 25/15</i>
Dean of Faculty (impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Dean of Faculty (impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Associate Vice President Academic (required for major changes and late DAs):	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	<i>12/30/15</i>
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	<i>Jacy Gedeon Dec. 16/15</i>
Office of the Registrar:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	<i>omcalle</i>

Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.

1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).

The 4th hour in the ACCT-1004 courses (now a fully automated lab hour) has been removed from the degree audit as it is not a teaching hour. If approved, this change in hours requires a new course number to be called up to replace ACCT-1004.

2.0 Reason/Rationale for Changes

2.1 The reason for the change is based on:

- ☐ A recent program review
- ☐ College Advisory Committee feedback
- ☐ Program Advisory Committee feedback
- ☐ Student feedback
- ☐ KPI results
- ☐ Accreditation or other regulatory requirements
- ☐ Shared curriculum
- ☐ Trends in the field/industry
- ☒ Other (please describe): Technology allows the student to complete the lab assignments outside of a physical computer lab space at the college.

2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- ☒ Yes
- ☐ No (If no, please explain)

2.3 What strategic goal(s) does the proposed change support?

- ☐ Goal 1 - Enrolment growth
- ☒ Goal 2 - Flexible delivery options
- ☒ Goal 3 - Premier student experience
- ☐ Goal 4 - Sustainable College life

3.0 Students

3.1 Will the change affect the cost of the program for students?

- ☐ Yes
- ☒ No

3.2 If yes, there will be an additional cost for:

- ☐ Materials (Include details):
- ☐ Equipment (Include details):
- ☐ Other (Please describe):

4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B)

- ☒ Yes
- ☐ No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- ☒ No
- ☐ Yes (If yes, please explain)

5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- ☒ No
- ☐ Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- ☐ School of Information Technology
- ☒ Lawrence Kinlin School of Business
- ☐ School of Tourism and Hospitality
- ☐ School of Health Sciences
- ☐ School of Human Services
- ☐ School of Nursing
- ☐ School of Public Safety
- ☐ School of Contemporary Media
- ☐ School of Design
- ☐ School of Language and Liberal Studies
- ☐ School of Aviation Technology
- ☐ School of Applied Sciences and Technology
- ☐ Donald J. Smith School of Building Technology
- ☐ School of Transportation Technology
- ☐ Continuing Education
- ☐ Simcoe/Norfolk Regional Campus
- ☐ Woodstock/Oxford Regional Campus
- ☐ St Thomas/Elgin Regional Campus

- 5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)?
(Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

☒ No

☐ Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) of the change)

- 5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

☒ No

☐ Yes (If yes, consult with the Co-op office prior to submission)

6.0 Resource Implications of Proposed Changes

- 6.1 Will the proposed change have staffing implications?

☒ No

☐ Yes (If yes, please explain)

- 6.2 Will the proposed change impact any of the Enabling areas?

☒ No

☐ Yes (If yes, please explain)

- 6.3 Will the proposed change affect space and/or technology requirements?

☒ No

☐ Yes (If yes, please explain)

7.0 General College Requirements

- 7.1 Are changes consistent with Colleges policies/practices?

☒ Yes

☐ No (If no, please explain)

- 7.2 Indicate:

i) Total program hours before proposed change: _____ 1860 _____

ii) Total program hours after proposed change: _____ 1845 _____

iii) Level(s) in which the proposed change(s) occurs: _____ 1 _____

- 7.2.1 Are the total program hours consistent with the requirements as listed below?

☒ Yes

☐ No (If no, please explain)

Local Certificate - 300 hours	Ontario College Certificate - 600 hours
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Diploma - 1200 to 1400 hours	Advanced Diploma - 1800 to 2000 hours
Graduate Certificate - 600 hours	

7.3 Will the program meet the General Education requirements (Policy 2-B-02) as listed below?

- ☐ No
☒ Yes

Local Certificate, Ontario College Certificate and Graduate Certificate - none required)	Diploma - 3 required (minimum of 1 must be an elective)	Advanced Diploma - 4 required (minimum of 2 must be electives)
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7.4 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

- ☐ No
☒ Yes

Note: In accordance with POLICY NUMBER: 2-B-17 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

Course Code	Existing DA Courses	Total Hours	Total Credits	Describe proposed changes	Course Code	Proposed DA Courses	Total Hours	Total Credits
Level 1								
ACCT-1004	Principles of Accounting 1	60	4	Reduce credits and hours to reflect lab hour now fully automated	ACCT-1100	Principles of Accounting 1	45	3
MKTG-1012	Principles of Marketing 1	45	3		MKTG-1012	Principles of Marketing 1	45	3
MATH-1052	Business Math	45	3		MATH-1052	Business Math	45	3
BUSI-1060	Strategies for success	15	1		BUSI-1060	Strategies for success	15	1
BUSI-1005	Introduction to Business Processes	45	3		BUSI-1005	Introduction to Business Processes	45	3
WRIT-1032	Reason & Writing - Business 1	45	3		WRIT-1032	Reason & Writing - Business 1	45	3
TOTAL		255	17		TOTAL		240	16
Level 2								
COMP-1390	Software Appl. For the HR Professional	45	3		COMP-1390	Software Appl. For the HR Professional	45	3
FINA-1004	Finance 1	45	3		FINA-1004	Finance 1	45	3
MGMT-1017	Human Resources Management	45	3		MGMT-1017	Human Resources Management	45	3
BUSI-1068	Effective Meetings & Presentation	45	3		BUSI-1068	Effective Meetings & Presentation	45	3
ACCT-1068	Introduction to Payroll	45	3		ACCT-1068	Introduction to Payroll	45	3
COMM-3020	Professional Communication	45	3		COMM-3020	Professional Communication	45	3
TOTAL		270	18		TOTAL		270	18
Level 3								
MGMT-3048	Compensation & Benefits Administration	45	3		MGMT-3048	Compensation & Benefits Administration	45	3
MGMT-3007	Organizational Behaviour	45	3		MGMT-3007	Organizational Behaviour	45	3
MGMT-3042	Training & Development	45	3		MGMT-3042	Training & Development	45	3
LAWS-1052	Employment Law	45	3		LAWS-1052	Employment Law	45	3
MGMT-1196	HR Mentorship Foundations	45	3		MGMT-1196	HR Mentorship Foundations	45	3
COMP-3077	Excel for Business-Adv	45	3		COMP-3077	Excel for Business-Adv	45	3
ECON-1005	Economics 2	45	3		ECON-1005	Economics 2	45	3
TOTAL		315	21		TOTAL		315	21
Level 4								
MGMT-1217	Employee Resolution & Problem Solving	45	3		MGMT-1217	Employee Resolution & Problem Solving	45	3
MGMT-3043	Performance Management	45	3		MGMT-3043	Performance Management	45	3
MGMT-3009	Recruitment and Selection	45	3		MGMT-3009	Recruitment and Selection	45	3
HLTH-1102	Occupational Health & Safety	45	3		HLTH-1102	Occupational Health & Safety	45	3
MGMT-1197	Human Resources Mentorship	75	2.6		MGMT-1197	Human Resources Mentorship	75	2.6
MGMT-3066	Organizational Development & Change	45	3		MGMT-3066	Organizational Development & Change	45	3
TOTAL		300	17.6		TOTAL		300	17.6
Level 5								
MGMT-3061	HR Planning	45	3		MGMT-3061	HR Planning	45	3
FINA-1038	Finance & Accounting for Non-Accountants	45	3		FINA-1038	Finance & Accounting for Non-Accountants	45	3
SFTY-3010	Occupational Health & Safety Legislation	45	3		SFTY-3010	Occupational Health & Safety Legislation	45	3
MATH-3063	HRIS-Statistics & Analysis	45	3		MATH-3063	HRIS-Statistics & Analysis	45	3
BUSI-1002	Work Issues and Ethics	45	3		BUSI-1002	Work Issues and Ethics	45	3
MGMT-3060	Negotiation-Mediation & Conflict Res.	45	3		MGMT-3060	Negotiation-Mediation & Conflict Res.	45	3
MGMT-5069	HR Community Consultancy 1	90	6		MGMT-5069	HR Community Consultancy 1	90	6
TOTAL		360	24		TOTAL		360	24
Level 6								
MGMT-1163	Labour Relation	45	3		MGMT-1163	Labour Relation	45	3
SFTY-5001	Safety Administration	45	3		SFTY-5001	Safety Administration	45	3
SFTY-5002	Hazard Management	45	3		SFTY-5002	Hazard Management	45	3
MGMT-5067	Managing Strategic HR Projects	45	3		MGMT-5067	Managing Strategic HR Projects	45	3
MGMT-5068	Managing Leaders & Leadership	45	3		MGMT-5068	Managing Leaders & Leadership	45	3
MGMT-5070	HR Community Consultancy 2	90	6		MGMT-5070	HR Community Consultancy 2	90	6
ECON-1002	Economics 1	45	3		ECON-1002	Economics 1	45	3
TOTAL		360	24		TOTAL		360	24
PROGRAM TOTAL		1860	121.6		PROGRAM TOTAL		1845	120.6

Degree Audit Report

Catalog: 2016/2017

Program: BAH1

Name: Business Administration -
Human Resources

Department: BUS - Kinlin School of Business

Academic Level: PS

CCD: 9 - 6AcadSem/1800-2100hrs

Credential: Ontario College Advanced Dipl

Grade Scheme: LG2

Major: BAH1 - Business Admin-Human Resources

Div: BUS - Business and Management

Co-Op Indicator: N/A

Academic Program Requirement

Total Credits: 115.60

Residency Reqmt: 29.00

GPA Requirement: 2.000

Residency Reqmt GPA: 2.000

Minimum Grade: D

Academic Requirement: BAH1.16 Business Administration - Human Resources

Major: BAH1

Grade Scheme: LG2

Minimum GPA: 2.000

Minimum Grade:

Subrequirement: Level 1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
new course #	ACCT-1004	45.00	60.00	4.00
	BUSI-1060		15.00	1.00
	WRIT-1032		45.00	3.00
	MKTG-1012		45.00	3.00
	MATH-1052		45.00	3.00
	BUSI-1005		45.00	3.00
	Principles of Accounting 1			
	Strategies for Success			
	Reason & Writing - Business 1			
	Principles of Marketing 1			
	Business Math			
	Introduction to Business Processes			**

Subrequirement: Level 2

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
COMP-1390	Software Appl. for the HR Professional	45.00	3.00	
FINA-1004	Finance 1	45.00	3.00	
MGMT-1017	Human Resources Management	45.00	3.00	
COMM-3020	Professional Communication	45.00	3.00	
BUSI-1068	Effective Meetings & Presentations	45.00	3.00	
ACCT-1068	Introduction to Payroll	45.00	3.00	

Subrequirement: Level 3

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MGMT-3048	Compensation & Benefits Administration	45.00	3.00	
MGMT-3007	Organizational Behaviour	45.00	3.00	
MGMT-3042	Training & Development	45.00	3.00	
LAWS-1052	Employment Law	45.00	3.00	
MGMT-1196	HR Mentorship Foundations	45.00	3.00	
ECON-1005	Economics 2	45.00	3.00	**

Degree Audit Report

COMP-3077	Excel for Business-Adv	45.00	3.00
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Subrequirement: Level 4

Gen Ed - Take a 3 credit General Education elective course

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MGMT-1217	Employee Resolution & Problem Solving	45.00	3.00	
MGMT-3043	Performance Management	45.00	3.00	
MGMT-3009	Recruitment and Selection	45.00	3.00	
HLTH-1102	Occupational Health & Safety	45.00	3.00	
MGMT-1197	Human Resources Mentorship	75.00	2.60	
MGMT-3066	Organizational Development & Change	45.00	3.00	

Subrequirement: Level 5

Gen Ed - Take a 3 credit General Education elective course

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MGMT-3061	HR Planning	45.00	3.00	
FINA-1038	Finance & Accounting for Non-Accountants	45.00	3.00	
SFTY-3010	Occupational Health & Safety Legislation	45.00	3.00	
MATH-3063	HRIS-Statistics & Analysis	45.00	3.00	

Subrequirement: Level 5 - Add'l Req

Take 1 of the following Groups:

Group 1

		Total Hours	Total Credits	GE
BUSI-1002	Work Issues and Ethics	45.00	3.00	
MGMT-3060	Negotiating-Mediation & Conflict Res.	45.00	3.00	

Group 2

		Total Hours	Total Credits	GE
MGMT-5069	HR Community Consultancy 1	90.00	6.00	

Subrequirement: Level 6

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
MGMT-1163	Labour Relations	45.00	3.00	
SFTY-5001	Safety Administration	45.00	3.00	
SFTY-5002	Hazard Management	45.00	3.00	
ECON-1002	Economics 1	45.00	3.00	**

Subrequirement: Level 6 - Add'l Req

Take one of the following Groups:

Group 1

		Total Hours	Total Credits	GE
MGMT-5067	Managing Strategic HR Projects	45.00	3.00	
MGMT-5068	Managing Leaders & Leadership	45.00	3.00	

Group 2

Total Hours	Total Credits	GE
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Degree Audit Report

MGMT-5070

HR Community Consultancy 2


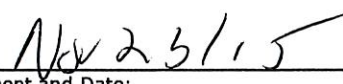
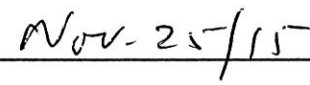
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Subrequirement: Gen Ed - Electives

Take 6 General Education Credits - Normally taken in Levels
4 and 5


12/20/15**Subrequirement:** Program Residency

Students Must Complete a Minimum of 29 credits in this
program at Fanshawe College to meet the Program Residency
requirement and graduate from this program


Approved By Chair/Manager:
Approved by Dean:
Department and Date:
Date:

General Education Approved By(as appropriate):

Date: